

The Planning Commission for the City of Junction City met on Wednesday, February 17, 2016 at 6:30 p.m. in the Council Chambers at City Hall, 680 Greenwood Street, Junction City Oregon.

PRESENT WERE: Planning Commissioners, Jason Thiesfeld (Chair), James Hukill, Jeff Haag , Ken Wells, and Sandra Dunn; Planning Commission Alternates, Alicia Beymer, and Patricia Phelan; City Planner, Jordan Cogburn; City Recorder, Kitty Vodrup; and Planning Secretary, Tere Andrews.

ABSENT: Planning Commissioner, Jack Sumner and Stuart Holderby

I. OPEN MEETING AND REVIEW AGENDA

Chair Thiesfeld opened the meeting at 6:30 pm and led the Pledge of Allegiance.

II. CHANGES TO THE AGENDA

None

III. PUBLIC COMMENT (FOR ITEMS NOT ALREADY ON THE AGENDA)

None

IV. APPROVAL OF MINUTES

- January 20, 2016

Motion: Commissioner Hukill made a motion to approve the January 20, 2016 minutes as written. Commissioner Dunn seconded the motion.

Vote: Passed by a vote of 7:0:0. Chair Thiesfeld, Commissioners Dunn, Hukill, Haag, Wells, Phelan, and Beymer voted in favor.

V. STATEMENT OF ECONOMIC INTEREST FILLING UPDATES

Recorder Vodrup explained the State of Oregon Government Ethics Commission now required digital filling of the Statement of Economic Interest. They would no longer accept paper statements. Each Commissioner would receive an invitation to the system and they would need to set up their personal account. She offered to assist any of the Commissioners with the set up and/or filing processes.

Account profiles needed to be set up by March 15, 2016. Communications from the Ethics Commission would be sent to the email address the Commissioner

provided during account set up. Once an account was set up, they would receive a notice to complete and submit the Statement of Economic Interest. The system was 24 hours a day, seven days a week.

(Recorder Vodrup exited the meeting at 6:43 p.m.)

VI. CONDITIONAL USE PERMIT (CUP-16-01), MANUFACTURED HOME IN R4 ZONE

Planner Cogburn explained the O'Connell conditional use permit application, file # CUP-16-01 was withdrawn by the applicant at Staff request. City legal counsel recommended the action because approval would not be legally binding. The proper approach would be through a Comprehensive Plan Amendment. This could be initiated by either the City or the applicant.

The area surrounding the subject property (E. 10th Place and Birch Place) was all designated High Density Residential (HDR), and zoned R4, Multi-Structural Residential. In 1993, Ordinance 968 was approved which allowed Single Family Homes in R4 zones. However, in 2003 a change to the code removed single family homes from the list of permitted uses in the R4. The homes on W 10th Place, and Birch Place became non-conforming uses. Given the change in 2003, the vacant lot owed by the applicant could not have a single family home placed on the property even though it was surrounded by single family homes.

Staff recommended the City initiate the Comprehensive Plan amendment as the change would affect all of E 10th Place, and Birch Place rather than a single vacant lot.

Chair Thiesfeld asked about the timeline for the process.

Planner Cogburn replied it was roughly a four to six month process. The applicant had not purchased a manufactured home and was amenable to waiting.

Commissioner Hukill asked if there were any potential negatives to such a change.

Planner Cogburn responded, if the area were say five acres. The five acres would be removed from the HDR land inventory and added to the Medium Density Residential (MDR) land inventory. That would create a five acre deficit in the HDR inventory. The revised population forecast could mean there not a need for those five acres of HDR land. There was currently a 26 acre deficit of MDR land. The Findings would identify potential issues.

Commissioner Haag asked how there was a 26-acre deficit of MDR.

Planner Cogburn replied he was not sure. He assumed because in the higher density zones allowed for the same uses as the medium density areas.

Commissioner Phelan asked if that would set some kind of precedent.

Planner Cogburn responded spot zoning was not recommended. However in this situation a Comprehensive Plan Amendment would correct a mistake. The original intent for that area was for single family homes.

Consensus: by a unanimous consensus of the Commission a comprehensive plan amendment would be initiated to change the designation and zoning from High Density Residential/R4 to Medium Density Residential/R2.

VII. PLANNING COMMISSION AGENDA FORECASTER

The Commission reviewed items on the forecaster.

Planner Cogburn reviewed pending items:

1. Flood Plain Development Code text updates from the State

Consensus: There was a consensus of the Commission to move forward with these changes.

2. Sign updates, banners and allowable sign area, would be taken to Community Development Committee.
3. Property Line Adjustment – local code as opposed to existing process which used of State code.

The Commission discussed processing updates as a group rather than one at a time.

Consensus: The consensus of the Commission was to move forward with processing updates as a group.

VIII. PLANNING REPORT

Planner Cogburn reviewed the January, 2016 Planning Activity Report. Of note was a directive to Planning staff from the City Administrator to streamline the land use application process.

Planning Commission By-Law updates were approved by the City Council. The By-Laws, ordinance and municipal code were in concert. The Planning Commission Alternates could reside within the 97448 zip code. The seven Planning Commissioner seats were required to abide by the criteria in the Planning Commission By-Laws.

IX. COMMISSIONER COMMENTS

Commissioner Haag liked the Agenda Forecaster format.

VIII. ADJOURNMENT

Motion: Commissioner Hukill made a motion to adjourn the meeting. Commissioner Dunn seconded the motion.

Vote: Passed by a vote of 7:0:0. Chair Thiesfeld, Commissioners Dunn, Hukill, Haag, Wells, Phelan, and Beymer voted in favor.

The meeting adjourned at 7:24 p.m.

The next regularly scheduled Planning Commission meeting would be Wednesday March 16, 2016 at 6:30 p.m.

Respectfully Submitted,

Tere Andrews, Planning Secretary

Jason Thiesfeld, Planning Commission Chair